

GLENBARD WASTEWATER AUTHORITY
Executive Oversight Committee
Minutes
January 9, 2020
Meeting held at the Glenbard Wastewater Plant
945 Bemis Road, Glen Ellyn, IL

Members Present:

Keith Giagnorio	President, Village of Lombard
Kelli Christiansen	Trustee, Village of Glen Ellyn
Mark Franz	Village Manager, Village of Glen Ellyn
Tim Sexton	Finance Director, Village of Lombard
Julius Hansen	Public Works Director, Village of Glen Ellyn
Carl Goldsmith	Public Works Director, Village of Lombard

Others Present:

Matthew Streicher	Executive Director, GWA
Tom Romza	Assistant Director/Engineer, GWA
Jon Braga	Maintenance Superintendent, GWA
Richard Freeman	Electrical Superintendent, GWA
David Goodalis	Operations Superintendent, GWA
Christina Coyle	Finance Director, Village of Glen Ellyn
Gayle Lendabarker	Administrative Secretary, GWA

1. Call to Order at 7:58 a.m.
2. Roll Call: President Giagnorio, Trustee Christiansen, Mr. Sexton, Mr. Franz, Mr. Hansen, and Mr. Goldsmith answered "Present". President McGinley, Trustee Ware and Mr. Niehaus were excused.
3. Pledge of Allegiance
4. Public Comment
5. Consent Agenda - The following items are considered to be routine by the Executive Oversight Committee and will be approved with a single vote in the form listed below:

Motion the EOC to approve the following items including Payroll and Vouchers for the part of the months of November 2019 (partial) and December 2019 \$1,194,974.79 (Trustee Christiansen).

Mr. Franz requested that Consent Item 5.5 be approved separately as he must recuse himself from voting on this item.

Mr. Franz motioned and Trustee Christiansen seconded the *MOTION that the following items, with the exception of Item 5.5, on the Consent Agenda be approved. President Giagnorio, Trustee Christiansen, Mr. Sexton, Mr. Franz, Mr. Hansen and Mr. Goldsmith responded "Aye" during a roll vote. The motion carried.*

Trustee Christiansen motioned and Mr. Goldsmith seconded the MOTION that Item 5.5 on the Consent Agenda be approved. President Giagnorio, Trustee Christiansen, Mr. Sexton, Mr. Hansen and Mr. Goldsmith responded “Aye” during a roll vote. The motion carried. Mr. Franz recused himself from voting on approval of this Item.

- 5.1 Executive Oversight Committee Meeting Minutes:
 - December 4, 2019 EOC Meeting
- 5.2 Vouchers previously reviewed by Trustee Christiansen
 - November 2019 – Partial
 - December 2019
- 5.3 Sodium Thiosulfate Contract Award

The Glenbard Wastewater Authority posted the bid notification publicly through an advertisement to bid that was published in the Daily Herald on November 25, 2019. The deadline for receipt of the sealed bids was December 20, 2019 at 11:00 a.m.

After opening the bid documents, reviewing the unit prices, and confirming that all required documentation was present, PVS Minibulk was the lowest responsive, responsible bidder. PVS has been our long-term Sodium Thiosulfate provider due largely in part to the delivery requirements we have mandated and based on their proven performance record and consistent pricing. GWA does not have any reason to deny them award of the new contract. The Authority has been aware that both chemical costs as well as hauling costs have increased significantly since the last time this item was bid, and therefore had included an increased budget amount in the CY2020 budget to anticipate for the higher costs. The low bid of \$2.59/gallon is a 51% increase over the previous price of \$1.72/gallon.

The Operations Staff requests the EOC to allow to award a three-year contract to PVS Chemical, Detroit MI for the purchase and delivery of Liquid Sodium Thiosulfate at \$2.59 per gallon/delivered with the amount expensed to CY2020 O&M Budget 270-1-530440.

- 5.4 Sodium Hypochlorite Contract Award

The Glenbard Wastewater Authority posted the bid notification publicly through an advertisement to bid that was published in the Daily Herald on November 25, 2019. The deadline for receipt of the sealed bids was December 18, 2019 at 11:00 a.m.

After opening the bid documents, reviewing the unit prices, and confirming that all required documentation was present, Alexander Chemical Corporation was the lowest responsive, responsible bidder. Alexander Chemical has been our Sodium Hypochlorite provider in the past. To date, we do not have any reason to deny

them award of the new contract. The previous price the Authority was paying competitively per gallon of Sodium Hypochlorite was \$0.632 to Alexander Chemical Corporation from January 2017 until current. The Authority has been aware that both chemical costs as well as hauling costs have increased significantly since the last time this item was bid, and therefore had included an increased budget amount in the CY2020 budget to anticipate for the higher costs. The low bid of \$0.7101/gallon is a 12.4% increase over the previous price of \$0.632/gallon.

The Operations Staff requests the EOC to allow awarding Alexander Chemical Corporation the 3-year Sodium Hypochlorite supply contract for a unit price of \$0.7101 per gallon delivered. The cost of the Sodium Hypochlorite will be expensed to the Glenbard's Stormwater Plant CY2020 O&M budget line item 270-1-530440.

5.5 Request for Authorization to Enter into Year 4 of 5 of the Lease of Atmospheric Vaporizers and Airgas Liquid Oxygen Hauling Agreement

GWA requests waiver of bids and authorization to continue into year four of the five-year contract for the leasing of atmospheric vaporizers and liquid oxygen hauling with Airgas in CY2020. Liquid Oxygen hauling will be priced at \$0.274/per 100 cubic feet with a base delivery charge of \$15,600, and invoiced to Fund 270-530443 in the CY2020 Budget. Atmospheric Vaporizers Leasing will be priced at \$1,500/month, and invoiced to Fund 40 Capital Plan in the CY2020 Budget.

5.6 Contract Laboratory Services Open Purchase Order Request

The Authority Staff would like to request waiving of competitive bidding requirements per the Village of Glen Ellyn code, 1-10-2: EXCEPTIONS TO COMPETITIVE BIDDING. Per Administrative Order No. 3 Section "D" Professional Services – Section 3 the Authority is required to seek at least three competitive proposals. The request provides support that the Authority has gathered and evaluated three competitive proposals from qualified laboratories.

This request is made due to the specific requirements that need to be met in order for the Authority to properly test our Influent, Effluent, Anaerobic Digester and Land Applied Biosolids samples per the IEPA and EPA specifications. With the EOC's approval, a purchase order will be created under O&M account 270-520806 – Professional Services Laboratory Support for a not to exceed budgeted amount of \$28,500 to be utilized during the 2020 calendar year.

6. Discussion

6.1 High Strength Waste Standard Operating Procedure

Mr. Streicher advised that the request to adjust the High Strength Waste Standard Operating procedure is another small step in moving forward with being able to take in a higher quantity of FOG to help fuel the CHP system. Mr. Streicher indicated that while there have been several situations where the daily total was met, the overall average has remained well below overall capacity. Mr. Streicher stated that purpose of increasing the daily quantity is to grant the Operators the ability to take in more without having to seek approval from Tom Romza, Ashley Staat or himself when the plant was close to hitting the current 20,000-gallon limit.

Mr. Streicher indicated that per the guidelines, the information will be posted for public review and comment for the typical forty-five (45) day posting period and will then be brought to the EOC Committee for adoption. Trustee Christiansen advised she will work on reviewing and editing the documentation before posting in an effort to ensure the information easy for residents to read and comprehend.

Mr. Franz asked for clarification on current quantity. Mr. Streicher advised that the current daily limit is 20,000 gallons per day, 100,000 per week. Mr. Streicher added that if GWA was to actually receive 25,000 per day, every day, then there would be a need to increase the pumping rate to the digester slightly, but the increased quantity would still keep GWA within desired operating parameters GWA established to prevent future digester upsets. Mr. Streicher stated that staff has taken the approach of slowly conveying the FOG to the digester of the course of days, especially over the weekends, instead of trying to transfer it all over as quickly as possible.

Mr. Franz asked what was the quantity being transferred when the digester upset occurred. Mr. Streicher stated that 35,000 gallons a day for a few days in a row and it was pumped into the digester over six (6) to eight (8) hours each day; while the current transfer rate is currently six (6) minutes every hour. Mr. Streicher stated that staff recalculates the feed rates every month to limit a potential upset.

Mr. Goldsmith stated that even though the process change was discussed at a TAC meeting, he just wanted to have it on record that the change being proposed does not violate any orders or regulations imposed by the IEPA as a result of the digester upset in 2017. Mr. Streicher confirmed it does not, as the recommendations from the IEPA was to follow the SOP's, which GWA is not looking to modify. Mr. Streicher added that staff likes

having the SOP's as it provides the rules in black and white, making sure they are doing things right and that their safety is considered.

Mr. Streicher summarized that the documentation will be posted, an email blast sent to subscribers, and barring any concerns from residents, will be brought to the next EOC Committee meeting after the end of the 45-day posting period.

6.2 Facility Improvement Project Update

Mr. Romza advised that the lowest level of the box outs have been filled with concrete and the level backfilled; and Boller is now working on cutting the third level of bracing. Mr. Romza indicated that he tried to review the pumping rate, as this is an important element of the dewatering costs, and the last time he checked, the rate was at 630 gallons/per minute; however, not all of Boller's meters were attached to the hoses. Mr. Romza continued by stating that part of the reason the rate has dropped is due to the lower level being backfilled; but, without all of the meters connected to every hose, we can only go off the meters that are connected. Mr. Romza reminded the EOC members that dewatering costs are split 50/50 at any rate below 960 gallons/minute.

Mr. Romza advised that a HVAC issue with an exhaust fan that was installed in the grit building has come to light with the cold weather. Mr. Romza indicated that the fan was as loud as a jet engine which resulted in a complaint call from a neighbor after only a few hours of the fan coming on; so, Mr. Freeman disconnected the unit and discussions with Black and Veatch to determine if the specifications are correct or if there is some other issue with the unit are taking place.

Mr. Romza stated that at this time there have been no work delays and it appears that the July 7th date is still being projected as the substantial completion date; meanwhile the chemical feed system, with the new larger pumps, is starting to be installed at the filter building. Mr. Franz asked if the July date had been formally agreed to or if everything was still being based on the missed November completion date. Mr. Romza advised liquidated damages are still being assessed based on the missed November 2019 completion date.

Mr. Romza indicated that Mr. Hansen had suggested to Mr. Streicher and himself that with number of capital projects, i.e. FIP, BioSolids Dewatering Improvement Design, Admin HVAC and the Electrical Supply project, in 2020 that are/will be taking place at GWA, instead having lengthy updates for each project, that the agenda start reflecting a

discussion point entitled Capital Projects Updates and provide bullet point updates for each project.

Mr. Franz inquired as to the length of the electrical system upgrade project. Mr. Romza asked Mr. Freeman the how long the project would take once the contract is awarded. Mr. Freeman advised that it could take close to a year to complete the project. Mr. Franz asked if the project would be brought to the EOC for approval at the March meeting. Mr. Streicher indicated he is hopeful; however, the project has yet to be sent out to bid.

6.3 Operations using Solids Retention Time

Mr. Streicher indicated that the TAC recommended he advise the EOC Committee on steps Staff are trying in an effort to improve processes and address vulnerabilities at the facility. Mr. Streicher continued by explaining that GWA currently attempts to keep a target mixed liquor/suspended solids value, which is a mixture of the bugs from the sludge, needed bacteria, currently in the basins and new bugs coming into the plant, through the aeration basins and this is done by “wasting” or getting rid of a certain number of the bugs each day. Mr. Streicher explained that the new approach being tried is to target a specific bacteria “age” that allows the plant to keep a younger population of organisms. Mr. Streicher indicated that currently, the age of the bacteria in the carbonaceous stage is anywhere from three (3) to eleven (11) days and in the nitrification stage is anywhere from 100 to 300 days that the sludge remains in the system. Mr. Streicher advised that staff had been talking with other experts and shortlisted firms, and discovered that while our carbonaceous stage is on target, the aging in nitrification stage in the industry is along the lines of eleven (11) to thirty (30) days; which is substantially less retention time. Mr. Streicher advised that there are advantages to having younger sludge in the system, since the bugs are more active; for example, young bacteria can help reduce ammonia spikes the plant experiences during high flows, help increase the methane gas production for powering the CHP engines and what staff is hoping to see, is a production of a “stronger” floc on the disc filters which will reduce the number of times the system performs backwashes. Mr. Streicher stated that staff sought out input from engineering firms on its short-list, as well as other industry experts, and based on their recommendations, staff has begun to make process changes incrementally in order to monitor the ammonia levels closely, and avoid exceeding GWA’s NPDES permit limit. Mr. Streicher continued by stating that if a rise in the ammonia level is too great, the plant has the ability to revert back to the old method of using the mixed liquor/suspended solids approach.

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Mr. Streicher stated that staff is not content to simply keep doing the same thing because that is how it has always been done, and this is a process that has been and is currently used in the industry. Mr. Streicher added there is no risk of increased odors as it is simply a very minor process change to go from an estimated target number to a proven formula.

Mr. Franz asked if the increase ammonia level will cause odors. Mr. Streicher indicated that the only risk with increased ammonia is violating the NPDES permit limit GWA can discharge into the river. Mr. Streicher continued by stating that while GWA has gone five years without a permit violation, which is something not every plant has been able to do and why GWA received the prestigious NACWA Platinum Award, GWA would not be fined or penalized in any fashion by any governing agency if an excursion were to occur.

Mr. Goldsmith asked what the time frame for reverting back to the current method if the results show unfavorable results. Mr. Streicher indicated approximately one (1) to two (2) months as the plan calls for the sludge to be held for 30 days.

Trustee Christiansen asked if there is some sort of middle ground if the new plan doesn't work. Mr. Streicher explained that by using a formula and incrementally adjusting the rates, the hope is that we can find some sort of "sweet spot" that is beneficial to the process and does not lead to permit violations.

Mr. Streicher was asked by Mr. Hansen to make the EOC Committee aware of a new software, SwiftComply, that Ashley Staat, Environmental Resources Coordinator, is in the process of implementing as part of the FOG program. Mr. Streicher indicated the software will allow restaurant business owners to upload their pumping tickets receipts and photos of their grease traps to a web-based program. Mr. Streicher asked Ms. Staat to provide a brief summary of the program.

Ms. Staat explained that the software will work to help keep establishments in compliance and that she has been taking the time during routine inspections to help the owners register for the program and access the site their emails once they have registered. Ms. Staat stated that the program will give business owners/managers the ability to see their pumping history, any photos of inspections by herself and/or grease pumping drivers, as well as view her inspection reports, action needed reports and/or any enforcement for violations in one spot. Ms. Staat explained that she is actually trying to work with the grease pumpers to have them upload work tickets and photos when they visit an establishment as a way to demonstrate to owners/managers the benefits of the program and how easy it is to work with.

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Ms. Staat indicated that she is working with the Communications Departments from both Villages to distribute the program information through the Villages as well as post the information and links on their web sites. Ms. Staat indicated that the goal of the software is to provide “real time” compliance information versus the current 30 to 60 days lag time. Ms. Staat added that she is hoping to add a feature that will allow the information to be translated into multiple languages within the software to help further compliance, especially among ethnic restaurants owners who may struggle with English not being their primary language.

Mr. Franz asked if Ms. Staat had an email list for all of the restaurants in both Villages. Ms. Staat replied that currently she does not, but thinks once they enroll in the software, she will be able to generate a list for sharing information directly with the businesses.

Mr. Hansen confirmed that letters will be going out to all owners. Mr. Franz also suggested reminder blubs in any newsletters the Villages distribute.

7. Other Business

- 7.1 Technical Advisory Committee Updates
- 7.2 Pending Agenda Items

8. ***Next EOC Meeting*** – The next regularly scheduled EOC Meeting is set for ***Thursday, February 13, 2020 at 8:00 a.m. in the Conference Room at the Glenbard Wastewater Authority, 945 Bemis Road, Glen Ellyn, IL 60137.***

Mr. Streicher reminded the EOC Committee, that even though a February meeting date is listed, the meeting may be cancelled if there are no items for the EOC Committee to address.

Mr. Franz moved to adjourn the January 9, 2020 EOC Meeting and Mr. Goldsmith seconded the MOTION. President Giagnorio, Trustee Christiansen, Mr. Franz, Mr. Sexton, Mr. Goldsmith, and Mr. Hansen responded “Aye” during a roll vote. The motion carried. The meeting adjourned at 8:29 a.m.

Submitted by:

Gayle A. Lendabarker
GWA Administrative Secretary